

HUMAN SERVICES DEPARTMENT[441]

Notice of Intended Action

Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1)“b.”

Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.

Pursuant to the authority of Iowa Code section 234.6, the Department of Human Services proposes to amend Chapter 9, “Public Records and Fair Information Practices,” Iowa Administrative Code.

This amendment will add new Form 470-4670, “Addendum for Application and Review Forms for Release of Information.” This form is attached to public assistance program applications and review forms. The form is used to obtain written permission from the client to request information necessary to determine program eligibility.

This amendment will also change the name of existing Form 470-1631, “Financial Institution Questionnaire,” to “Bank or Credit Union Information,” and remove Form 470-1632, “Landlord Questionnaire,” from the rules because it has become obsolete.

Any interested person may make written comments on the proposed amendment on or before August 28, 2012. Comments should be directed to Harry Rossander, Bureau of Policy Coordination, Department of Human Services, Hoover State Office Building, 1305 East Walnut Street, Des Moines, Iowa 50319-00114. Comments may be sent by fax to (515)281-4980 or by e-mail to policyanalysis@dhs.state.ia.us.

This amendment does not provide for waivers in specified situations because requests for the waiver of any rule may be submitted under the Department’s general rule on exceptions at 441—1.8(17A,217).

After analysis and review of this rule making, no impact on jobs has been found.

This amendment is intended to implement Iowa Code section 234.6.

The following amendment is proposed.

Amend paragraph **9.7(1)“b”** as follows:

b. Obtaining information from a third party. The department is required to obtain information to establish eligibility, determine the amount of assistance, and provide services. Requests to third parties for this information involve release of confidential identifying information about clients. Except as provided in rule 441—9.9(17A,22), the department may make these requests only when the client has authorized the release on one of the following forms.

1. Form 470-0461, Authorization for Release of Information.
2. Form 470-1630, Household Member Questionnaire.
3. Form 470-1631, ~~Financial Institution Questionnaire~~ Bank or Credit Union Information.
4. ~~Form 470-1632, Landlord Questionnaire~~ Form 470-4670, Addendum for Application and Review Forms for Release of Information.
5. Form 470-1638, Request for School Verification.
6. Form 470-2844, Employer’s Statement of Earnings.
7. Form 470-1640, Verification of Educational Financial Aid.
8. Form 470-3742, Financial Institution Verification.
9. Form 470-3951, Authorization to Obtain or Release Health Care Information.